

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
BOARD OF HEALTH
Minutes
December 12, 2012**

A. Meeting called to order by Chairman Candyce Rusin.

B. Present: Candyce Rusin, Lori Asmus, Dr. Teresa Rudolph, Dorothy Jankowski, Sue Nett

C. MINUTES TO APPROVE

1. Motion to approve minutes from November 7, 2012 meeting made by T. Rudolph and seconded by D. Jankowski. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. November 2012 Communicable Disease Report presented. No discussion.
2. Pertussis Update given by S. Nett. The staff have only been following up on negative test results in the past week. Board members were reminded that even though the test results are negative, the case could still be ruled as probable based on the symptoms.
3. Flu Vaccine to date. S. Nett reported the nurses have administered 863 doses of flu vaccine to date (416 adult and 447 infants and children). GSK will be sending another 20 doses of adult vaccine which should arrive in the next day or two. If more is needed, additional orders can be place. There is very little flumist for children left and none available at this time from the state. There is plenty of injectable for children available.
4. 2013 Consolidated Grant – Negotiations have been completed and the contract has been received. The contract follows on a later agenda item.
5. CDC Public Health Infrastructure Grant was submitted. No word yet on whether or not the department will receive second round funding.
6. Document Imaging was approved in the budget for 2013.
7. Bed Bugs---board members were informed bed bugs were being reported more frequently especially in several apartments and housing units in the city. In at least one circumstance, the bed bugs have been reported in varying apartments for almost a year. RS Drew and the owner have been working with pest control on eradication. RS Drew requested the board review the current ordinance as he felt it was too broadly worded and didn't give enough authority to order pest control when the owner wasn't addressing the issue. RS Drew spoke to board members about the wording in the City of Appleton ordinance which the sanitarians in the Appleton Health Department use to address the issue. Board members requested RS Drew obtain other samples of ordinances that address bedbugs. Request to keep this item on the agenda for the next meeting.

E. ACTION ITEMS

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

1. Re-review Wts./Measures Fees for licensing period 7-1-13 to 6-30-14. S. Nett explained the need to re-review the fees that were discussed at the BOH meeting on 10-10-12. The personnel increase has a 2.25% impact on the budget. S. Nett explained a 2% increase will generate the revenues needed to meet the proposed expenditures. L. Asmus questioned if this program generated any revenue. S. Nett reminded board members this program is entirely fee supported and is not on the levy so the revenues need to offset costs but can't generate a profit. Motion made by L. Asmus and seconded by D. Jankowski to recommend the fees as proposed for 7-1-13 thru 6-30-14 licensing period to the common council for approval. Motion carried.
2. Approval of 2013 Consolidated Grant Contract for 1-1-13 through 12-31-13 between the State Division of Public Health and the Menasha Health Department and authorize signature. S. Nett explained the grants included in this consolidated contract. L. Asmus questioned the match amount. S. Nett explained this is a federal requirement for the MCH funding. Motion to approve the 2013 Consolidated Grant Contract for 1-1-13 through 12-31-13 between the State Division of Public Health and Menasha Health Department and authorize signature made by L. Asmus and seconded by T. Rudolph. Motion carried.

F. HELD OVER BUSINESS

1. None

- G. Motion to adjourn at 9:20 AM made by D. Jankowski and seconded by L. Asmus. Motion carried. Next meeting January 9, 2013.